

ADMINISTRATION SCHEDULES

AT A GLANCE

Funding



- Reimbursement 7-14 days
- Annual transfer (yearly) 7-14 days after affiliation confirmed
- Annual transfer (6 months) Week before semester starts
- Special grant <\$500 7-14 days
- Special grant >\$500 1 month

This page is a guide only to processing times. The time refers the lapse of time between when an application is approved and money appears in the group bank account.

All payments are via EFT transfer on Wednesdays.

Affiliation



- New group 7-14 days
- Re-affiliation 7-14 days

Insurance



- Public liability application 7-14 days